

**Subject:** Re: Recycling bin permitting  
**From:** Lance Oishi <lance.oishi@lacity.org>  
**Date:** 02/15/2018 06:17 PM  
**To:** Niki Svara <niki@thewestwoodvillage.com>  
**CC:** Jasmine Shamolian <jasmine.shamolian@lacity.org>, Michael Patonai <michael.patonai@lacity.org>, Andrew Thomas <andrew@thewestwoodvillage.com>

Hi Niki,

BSS doesn't issue permits for street improvements so you're going to have to follow up with Mike on this one to see what the Bureau of Engineering needs to complete the permitting process.

Have a great President's Day weekend!

Sincerely,

Lance O.

On Wed, Feb 14, 2018 at 3:53 PM, Niki Svara <[niki@thewestwoodvillage.com](mailto:niki@thewestwoodvillage.com)> wrote:

Hi Lance and Michael,

With the recycling program we are looking to implement here in Westwood Village, we will not be replacing existing trash bins. We will be installing recycling bins close by existing trash bins. Initially, we will be installing 16 recycling bins.

We will apply for the A permit. Will a map of all the locations suffice for the permit? Also, will we need the revocable permit?

Thank you for any help you can give us.

Sincerely,

Niki Svara  
Operations Manager

Westwood Village Improvement Association  
[1100 Glendon](#), Suite PH2  
Los Angeles, CA 90024  
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On Feb 13, 2018, at 11:09 AM, Andrew Thomas  
<[andrew@thewestwoodvillage.com](mailto:andrew@thewestwoodvillage.com)> wrote:

Thanks, Jasmine!

Hello Lance and Michael. Good to be in touch again.

I'm copying our Operations Manager, Niki Svara, on this email.

We really appreciate your help in bringing our small recycling program to our district!

Andrew

Andrew Thomas  
Executive Director

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On Feb 13, 2018, at 10:47 AM, Jasmine Shamolian  
<[jasmine.shamolian@lacity.org](mailto:jasmine.shamolian@lacity.org)> wrote:

Hi Lance,

Thanks for the info.

We would like to make it as cheap and fast as possible, for the BID to install these. See attached for a photo.

Mike, please let me know the best way in getting these bins permitted, in the Westwood Village.

I've also copied Andrew Thomas, the Director of the BID, should you have any questions.

Thanks!

Jasmine

On Mon, Feb 12, 2018 at 3:36 PM, Lance Oishi  
<[lance.oishi@lacity.org](mailto:lance.oishi@lacity.org)> wrote:

Hi Jasmine,

Technically, yes, they are required to obtain permits from the Board/Dept. of Public Works via the Bureau of Engineering in accordance with LAMC 62.105. Permits for Westwood village are typically issued by the Bureau of Engineering's West LA District Office.

A construction (A-Permit) is required at a minimum to ensure the recycling bins are properly placed/located within the sidewalk environment (i.e. don't obstruct visibility sight-lines or pedestrian access), as well as to ensure such bins are properly secured to the sidewalk pavement (primarily to ensure they don't move around or fall and injure someone). Typically, an additional Revocable Permit is also required on top of a construction permit to allow the BID to encroach upon the Public R/W as well as to record who is responsible for the on-going maintenance and liability issues associated with the trash bin.

There might be an administrative way to allow the BID to replace existing trash receptacles with new recycling bins but I'm not sure how that might work. A lot of that is going to depend upon what's being removed and what's replacing it....the more similar the elements are, the more easier it should be in theory to allow the bin replacement to occur without a permit as a "maintenance action". Challenges will arise if a lawsuit related to the recycling bins somehow comes up (no one in California sues over anything, right?) and the bins and/or their designated locations reflected on the existing permit look different from what was found on the street. I'm looping in Mike Patonai of BOE's West LA District Office to see if he has any suggestions since his office would be responsible for issuing Public Works construction and/or Revocable permits for Westwood Village.

Sincerely,

--

Lance Oishi, Contract Administrator  
Streetscape Development and Coordinated Street Furniture  
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City of Los Angeles, Bureau of Street Services

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On Mon, Feb 12, 2018 at 12:58 PM, Jasmine Shamolian  
<[jasmine.shamolian@lacity.org](mailto:jasmine.shamolian@lacity.org)> wrote:

Hi Lance!

Hope all is well.

The Westwood BID has purchased their own recycling bins and want to know if they are required to obtain a permit to have them placed. I believe they are in place of the existing trash bins. Thanks for your help!

Best,

--

**Jasmine Shamolian, MSW**

Field Deputy

Councilmember Paul Koretz

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**Jasmine Shamolian, MSW**

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